



## DEMOLITION COMMUNITY DEVELOPMENT BUILDING DIVISION

806 WEST MAIN STREET • MONROE, WA 98272  
City Hall 360.794.7400 • Fax 360.794.4007

### **INSTRUCTIONS:**

Below is a checklist of items that must be submitted as part of your application for Demolition. Numbers in parenthesis equal the number of copies required.

If you have any questions about what is required, or if you would like to schedule an intake appointment, please call the 360.863.4527.

### **SUBMITTAL CHECKLIST**

- ◇ (1) Original of the Combined Permit Application form
- ◇ (2) site plan no greater than 11" x 17"
  - ◇ North arrow
  - ◇ Property lines
  - ◇ Location of utilities
  - ◇ Location of existing structure(s)
  - ◇ Location of structure(s) to be demolished
- ◇ (2) TESC (Temporary Erosion & Sediment Control)

### **Adopted State Codes – Effective July 1<sup>st</sup>, 2016**

The City of Monroe enforces the following Washington State Building Codes and amendments; the Washington Administrative Code (WAC) title 51 and as amended by the Monroe Municipal Code Title 15:

2015 International Building Code (IBC)  
2015 International Existing Building Code (IEBC)  
2015 International Residential Code (IRC)  
2015 International Fire Code (IFC)  
2015 International Mechanical Code (IMC)  
2015 International Fuel Gas Code (IFGC)  
2015 Uniform Plumbing Code (UPC)  
2015 ICC Energy Conservation Code with State amendments

### **Structural Design Criteria**

Seismic Design Category: **IRC D1/D2 / IBC - D**

Basic Wind Speed: 85 mph

Exposure Category: B

Frost Depth: 18"

Snow load: 25 lbs/sq ft

\*A soils investigation is required for commercial projects, residential short plats and subdivisions and some instances residential lots.



## COMMUNITY DEVELOPMENT PERMIT DIVISION

806 West Main Street, Monroe, WA 98272  
Phone (360) 863-4501 [building@monroewa.gov](mailto:building@monroewa.gov)  
[www.monroewa.gov](http://www.monroewa.gov)

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APPLICATION #(s) \_\_\_\_\_

# COMBINED PERMIT APPLICATION

Permit Submittal Hours:  
Monday-Friday 8:00-12:00 / 1:00-4:00

Building	Operations	Fire	Land Use
<input type="checkbox"/> Basic SFR	<input type="checkbox"/> Engineering Review	<input type="checkbox"/> Fire Alarm	<input type="checkbox"/> Type I Permit
<input type="checkbox"/> Commercial T/I	<input type="checkbox"/> Fencing	<input type="checkbox"/> Fire Sprinkler	<input type="checkbox"/> Type II Permit
<input type="checkbox"/> Demolition	<input type="checkbox"/> Grading	<input type="checkbox"/> High Piled Storage	<input type="checkbox"/> Type III Permit
<input type="checkbox"/> Garage/Carport	<input type="checkbox"/> Retaining wall	<input type="checkbox"/> Hood Suppression	<input type="checkbox"/> Type IV Permit
<input type="checkbox"/> Mechanical	<input type="checkbox"/> Rockery	<input type="checkbox"/> Spray Booth	<input type="checkbox"/> See permit types listed in Monroe MMC
<input type="checkbox"/> New Construction (Commercial/Residential)	<input type="checkbox"/> Right-of-Way Disturbance	<input type="checkbox"/> Tents & Canopies	<input type="checkbox"/> Other _____
<input type="checkbox"/> Plumbing	<input type="checkbox"/> Utility Service	<input type="checkbox"/> Other _____	
<input type="checkbox"/> Racking	<input type="checkbox"/> Other _____		
<input type="checkbox"/> Residential Remodel			
<input type="checkbox"/> Other _____			

NOTE: All required Electrical Permits will be issued by the  
Dept. of Labor & Industries.

THIS APPLICATION WILL NOT BE ACCEPTED WITHOUT COMPLETED SUBMITTAL REQUIREMENTS

Site Address or Property Location: \_\_\_\_\_

Size of site (acre/square feet): \_\_\_\_\_

Assessor's Tax Parcel Number (14 digits): \_\_\_\_\_

Applicant: \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

\*Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ E-mail \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_

\*\*Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ E-mail \_\_\_\_\_

Attach a separate sheet for additional property owners/additional addresses

\*Applicant: By your signature above, you hereby certify that the information submitted is true and correct and that you are authorized by the property owner(s) to act on their behalf.

\*\*Property Owners: by your signature above, you hereby certify that you have authorized the above applicant to make application on your behalf for this application.

## Combined Permit Application - Page 2

Contractor: \_\_\_\_\_ Phone # \_\_\_\_\_

Contractor's License # \_\_\_\_\_ Exp Date \_\_\_\_\_

Email \_\_\_\_\_

Mailing Address \_\_\_\_\_

Contractor's Bond Company: \_\_\_\_\_

Contractor's Bid Amount or Project Cost (labor and materials): \$ \_\_\_\_\_

### Detailed description of proposal/work:

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Lending Institution for project (if applicable): \_\_\_\_\_

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#### Residential:

Living area: \_\_\_\_\_ sf x \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Garage / Carport: \_\_\_\_\_ sf x \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Deck / Porch: \_\_\_\_\_ sf x \$ \_\_\_\_\_ = \$ \_\_\_\_\_

**Total valuation: \$ \_\_\_\_\_**

#### Commercial:

(fill in type) \_\_\_\_\_ sf x \$ \_\_\_\_\_ = \$ \_\_\_\_\_

(fill in type) \_\_\_\_\_ sf x \$ \_\_\_\_\_ = \$ \_\_\_\_\_

**Total valuation: \$ \_\_\_\_\_**

Plan Check Fee: \_\_\_\_\_

Permit Fee: \_\_\_\_\_

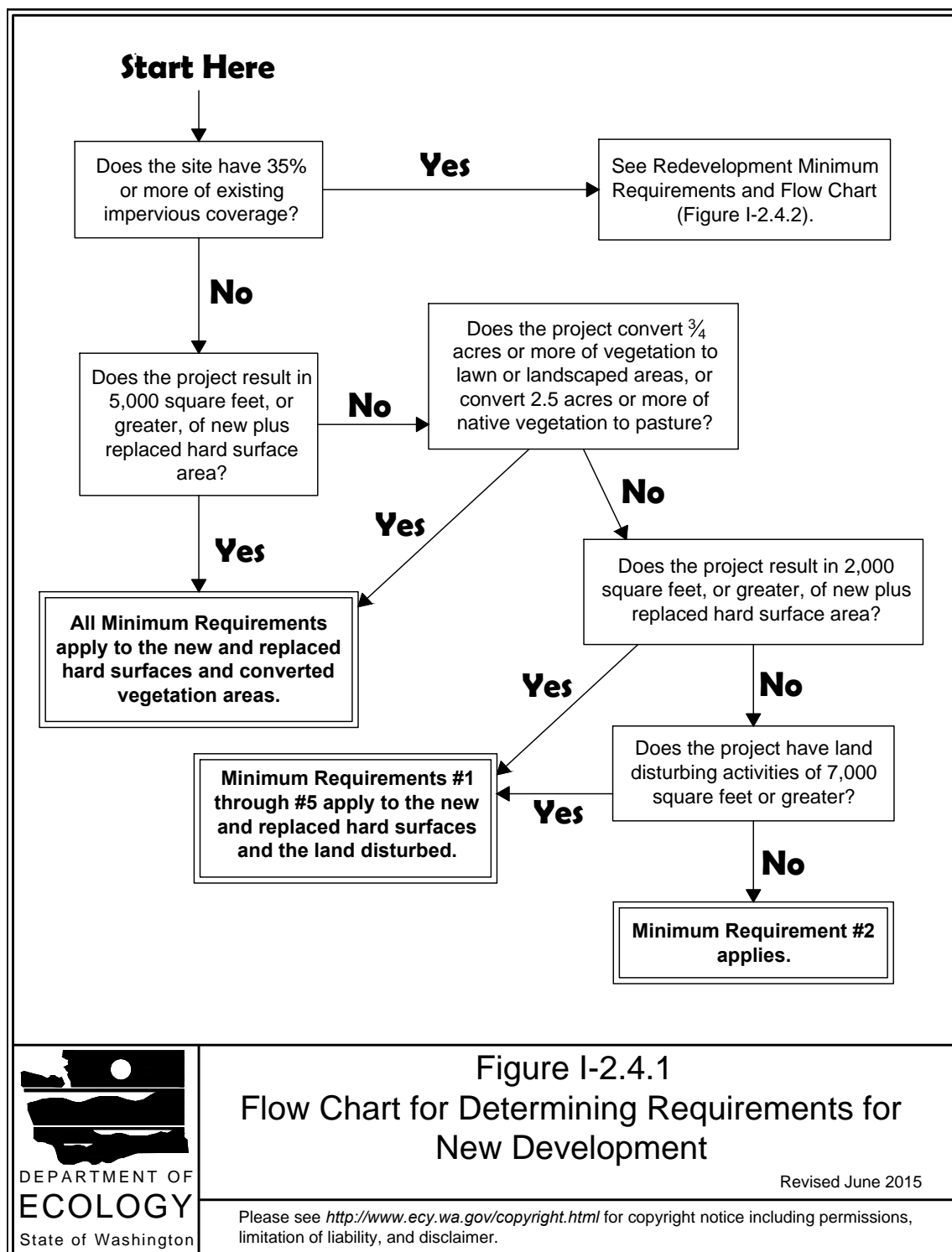
State Fee: \_\_\_\_\_

Fire Plan Check Fee: \_\_\_\_\_

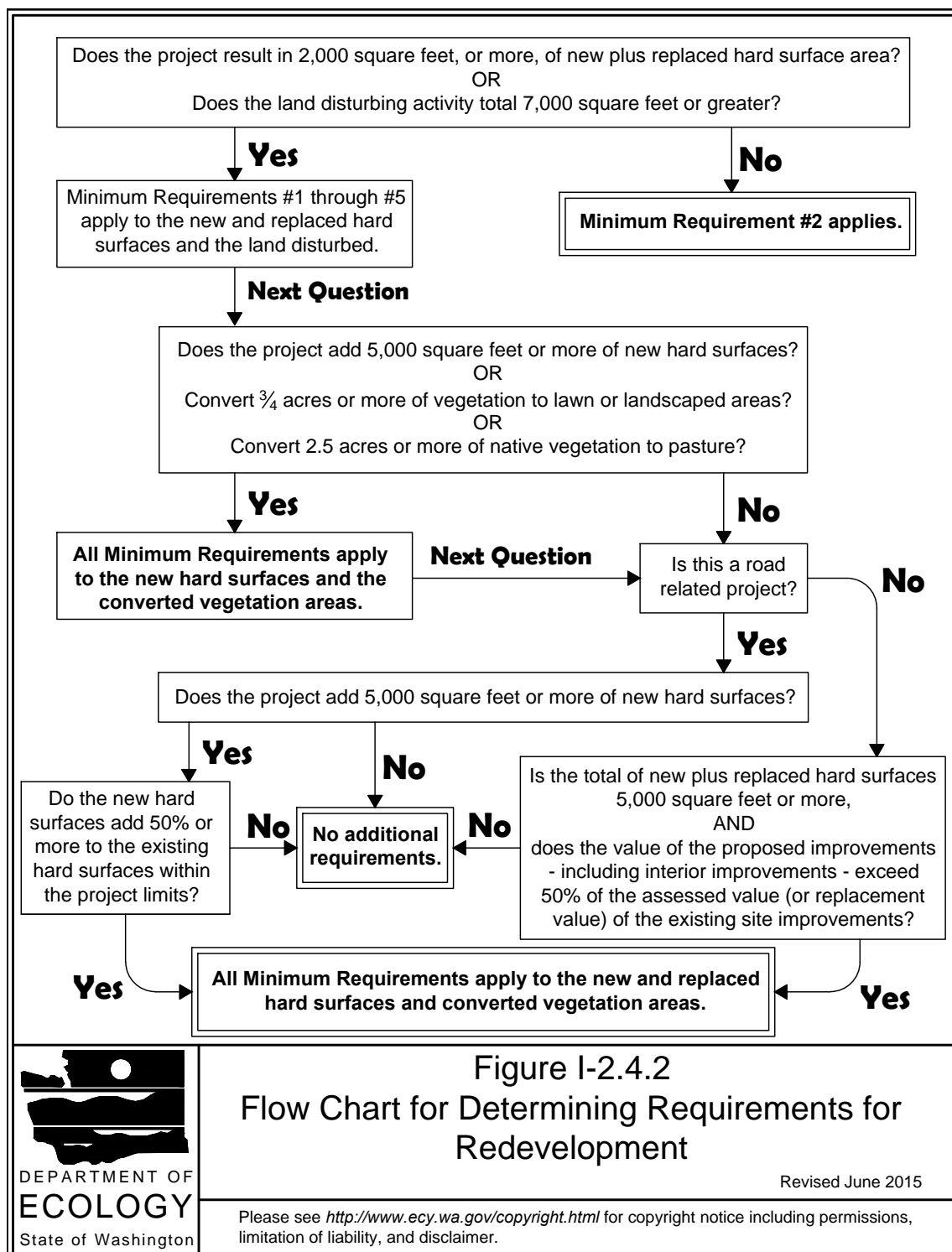
Technology Fee: \_\_\_\_\_

SEPA Fee: \_\_\_\_\_

**Figure I-2.4.1 Flow Chart for Determining Requirements for New Development**



**Figure I-2.4.2 Flow Chart for Determining Requirements for Redevelopment**



# DEMOLISHING?

## CHECK FOR ASBESTOS BEFORE YOU START

### Definition of demolition

Demolition means wrecking, razing, leveling, dismantling or burning of a structure, making the structure permanently uninhabitable or unusable.

**You cannot legally start any demolition project or most renovation projects until certain asbestos requirements are met ...**



## Demolition Procedures



### ☐ Conduct an asbestos survey.

The survey must be conducted by an AHERA-certified building inspector. (AHERA stands for Asbestos Hazardous Emergency Response Act.) These inspectors are listed in the phone book yellow pages under "Asbestos Consulting and Testing."

### ☐ File a notification.

A completed notification and fee must be submitted to the Puget Sound Clean Air Agency using our Web site at [www.pscleanair.org/regulated/asbestos](http://www.pscleanair.org/regulated/asbestos) before demolition begins.

### ☐ Properly remove asbestos.

All friable asbestos-containing materials identified in the AHERA survey must be removed from the structure by an asbestos contractor prior to demolition.

### For more information

This document contains only a summary of asbestos requirements. For full details, contact the Puget Sound Clean Air Agency at [www.pscleanair.org/regulated/asbestos](http://www.pscleanair.org/regulated/asbestos), or call 206-689-4058. Failure to comply with asbestos requirements may result in penalties.

### Note to contractors

Check with L&I for additional requirements at [www.lni.wa.gov](http://www.lni.wa.gov), or call:

Bremerton  
(360) 415-4000

Everett  
(425) 290-1300

Seattle  
(206) 515-2800

Tacoma  
(253) 596-3800

*Working together  
for clean air*

  
**pscleanair.org**  
Puget Sound Clean Air Agency

Phone 206.343.8800  
800.552.3565  
1904 Third Ave – Suite 105  
Seattle, WA 98101

**Renovating? See other side... ↑**